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MINUTES OF THE REGULAR MEETING OF THE  
DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)  
*Wednesday, June 5, 2019, 8:30 A.M.*

CONFERENCE ROOM 168  
300 N. Flower Street, Santa Ana, California 92702

**MEMBERS PRESENT**

Michael Recupero – Recupero & Associates, Inc. (1<sup>st</sup> District)  
Jay Bullock – Rancho Mission Viejo (2<sup>nd</sup> District)  
Rick Lutzky – Lutzky Associates Development, LLC (2<sup>nd</sup> District)  
Joe Lambert – Construction Planning Services (3<sup>rd</sup> District)  
Rick Fitch – Hunsaker & Associates (3<sup>rd</sup> District)  
Carl Taylor – Huitt-Zollars, Inc. (4<sup>th</sup> District)  
Jim Holas – William Lyon Homes (Chair) (4<sup>th</sup> District)  
Jeff Okamoto – Huitt-Zollars, Inc. (Vice Chair) (5<sup>th</sup> District)  
Patrick McCabe – Christopher Homes (5<sup>th</sup> District)

**MEMBERS ABSENT**

Crystal Burckle – Lennar Homes (1<sup>st</sup> District)

**STAFF PRESENT**

Colby Cataldi – Deputy Director, Development Services  
Sharon Gilliam – Secretary, Development Services  
Bea Bea Jiménez – Division Manager, Land Development  
Richard Vuong – Division Manager, Planning  
Hadi Tabatabaee – Building Official  
Satinder Verma – Division Manager, Inspection Services  
Denis Bilodeau – Manager, Traffic & Development Support

**GUESTS**

Jeff Stock – Deputy County Counsel

1. Approval of Meeting Minutes

The meeting minutes for May 1, 2019 were moved for approval by Jay Bullock and seconded by Carl Taylor, and unanimously approved.

2. Public Records Request

Jeff Stock, Deputy County Counsel – Provided an overview on the following:

- Draft Documents
- CEQA Guidelines
- Power point presentation will be emailed to DPRC members

3. Denis Bilodeau, Manager, Traffic & Development Support

- Introduced himself to the DPRC members, shared his background and experience
- Will send out an RP for Consulting Firm to help with revision of Manual for VMT
- Traffic & Development Support cover the following areas
  - Development Support
  - Traffic Signal Operations
  - Traffic Investigations

The unit currently has 16 staff, 12 are licensed civil engineers or assistant civil engineers, seeking their license

- Will attend DPRC meetings as requested

4. DPRC Goals

- Rick Lutzky gave an update on the RFIs Subcommittee
  - Subcommittee (Hadi, Satinder, Jeff and Rick Lutzky met on 6/4/19
  - Response to RFI includes: any change to the plans would trigger a bulletin
  - Send an email to the Field Inspector or Chi Yang for review
- See DPRC Goals spreadsheet for all updates

5. OC Development Services and Service Delivery Update – Colby Cataldi

- Key Performance Indicators (KPI's) – OCPW Goals for 2019
- LMS Update
  - Dashboard Enhancements
    - Times & Materials - August / September 2019

6. Other Business:

- Bond Exoneration, Predictable
  - Extreme in the field
  - Analyze Standards
  - Standard Requests

7. Public Comments:

- None

8. Adjournment

Development Processing Review Committee  
Attendance Matrix  
2019

Name	Jan 9	Feb 6	Mar 6	Apr 3	May 1	Jun 5	Jul 10	Aug 7	Sep 11	Oct 2	Nov 6	Dec 4
Mike Recupero District 1	X	-	-	X	X	X						
Crystal Burckle District 1	X	X	-	-	X	-						
Jay Bullock District 2	X	X	X	X	X	X						
Rick Lutzky District 2	X	X	X	X	-	X						
Rick Fitch District 3	X	X	X	X	-	X						
Joe Lambert District 3	X	X	X	X	X	X						
Carl Taylor District 4	X	X	-	X	X	X						
Jim Holas District 4	X	-	X	X	X	X						
Jeff Okamoto District 5	X	X	-	X	X	X						
Patrick McCabe District 5	n/a	n/a	n/a	n/a	-	X						